

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

**AWARDS COMMITTEE MEETING AGENDA
WEDNESDAY, MAY 24, 2023
4 PM IN THE RAVEN ROOM, MUNICIPAL HALL
(In-person attendance only)**

Note: Council Committee meetings are conducted in accordance with Council Committee Procedure Bylaw No. 5020, 2019 (as amended), subject to the discretion of the Chair.

CALL TO ORDER

1. Call to Order

Note: Chair will confirm that the meeting is being conducted in-person, pursuant to Council Committee Procedure Bylaw No. 5020, 2019 (as amended).

APPROVAL OF AGENDA

2. Approval of Committee Meeting Agenda

RECOMMENDATION:

THAT the May 24, 2023 Awards Committee meeting agenda be approved as circulated.

ADOPTION OF MINUTES

3. Adoption of Committee Meeting Minutes

RECOMMENDATION:

THAT the April 5, 2023 Awards Committee meeting minutes be adopted as circulated.

PUBLIC QUESTIONS

4. Public Questions

NEXT MEETING

5. Next Meeting

The next Awards Committee meeting is scheduled for June 7, 2023 at 5 p.m. and held in-person in the Raven Room at Municipal Hall.

EXCLUSION OF PUBLIC

6. Exclusion of Public Pursuant to s.90 and s.93 of the Community Charter

RECOMMENDATION:

THAT in the public interest, members of the public be excluded from part of the May 24, 2023 Awards Committee meeting on the basis of the following sections of the Community Charter:

- 90. (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
 - (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee, or agent of the municipality or another position appointed by the municipality.

- 93. In addition to its application to council meetings, this Division and section 133 (of the Community Charter) also applies to meetings of the following:
 - (a) Council committees.

ADJOURNMENT

7. Adjournment of Committee Meeting

RECOMMENDATION:

THAT the May 24, 2023 Awards Committee meeting (open session) be adjourned.

The Committee will then proceed with the closed session.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
AWARDS COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
WEDNESDAY, APRIL 5, 2023**

Committee Members: C. Burns (Chair), S. Hennessy, C. McLaughlin, L. Paton, J. Saba, and M. Ware attended the meeting in the Raven Room, Municipal Hall. Absent: S. Mani and Councillor S. Thompson.

Staff: C. Rosta, Cultural Services Manager (Staff Representative); and F. Costa, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Raven Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 5:05 p.m.

Staff informed the Committee that D. Morrison resigned from the Awards Committee and instructed the members to elect a new Co or Acting Chair.

It was Moved and Seconded:

THAT S. Hennessy be elected as Acting Chair for 2023.

CARRIED

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the April 5, 2023 Awards Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the March 1, 2023 Awards Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Council Liaison Update

There was no update.

5. Review of Community Outreach Plan

Committee members discussed the outreach plan and the community distribution list, making modifications to the list. It was recommended that the Community Awards program should be advertised in the North Shore News. Social Media ads will also be added to the District's social media channels. C. McLaughlin suggested

that a report be presented to Council with the list of recipients to be officially recorded.

It was Moved and Seconded:

THAT the discussion regarding Review of Community Outreach Plan be received for information.

CARRIED

6. Community Awards Ceremony

Staff gave a brief overview of the format of the Awards Ceremony, which will be held in person at the Kay Meek Arts Centre on June 20, 2023 at 7 p.m. The Committee discussed the location, flow, format, and content of the ceremony.

It was Moved and Seconded:

THAT the discussion regarding Community Awards Ceremony be received for information.

CARRIED

7. PUBLIC QUESTIONS

There were no questions.

8. NEXT MEETING

It was Moved and Seconded:

THAT

1. the next Awards Committee meeting scheduled for May 3, 2023 at 5 p.m. be cancelled; and
2. the next Awards Committee meeting be scheduled for May 24, 2023 at 4 p.m. and held in-person in the Raven Room at Municipal Hall.

CARRIED

9. ADJOURNMENT

It was Moved and Seconded:

THAT the April 5, 2023 Awards Committee meeting be adjourned.

CARRIED

The meeting adjourned at 6 p.m.

Certified Correct:

Chair

Committee Clerk